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Acts of Incorporation and By-Laws of the
Montreal Maternity.

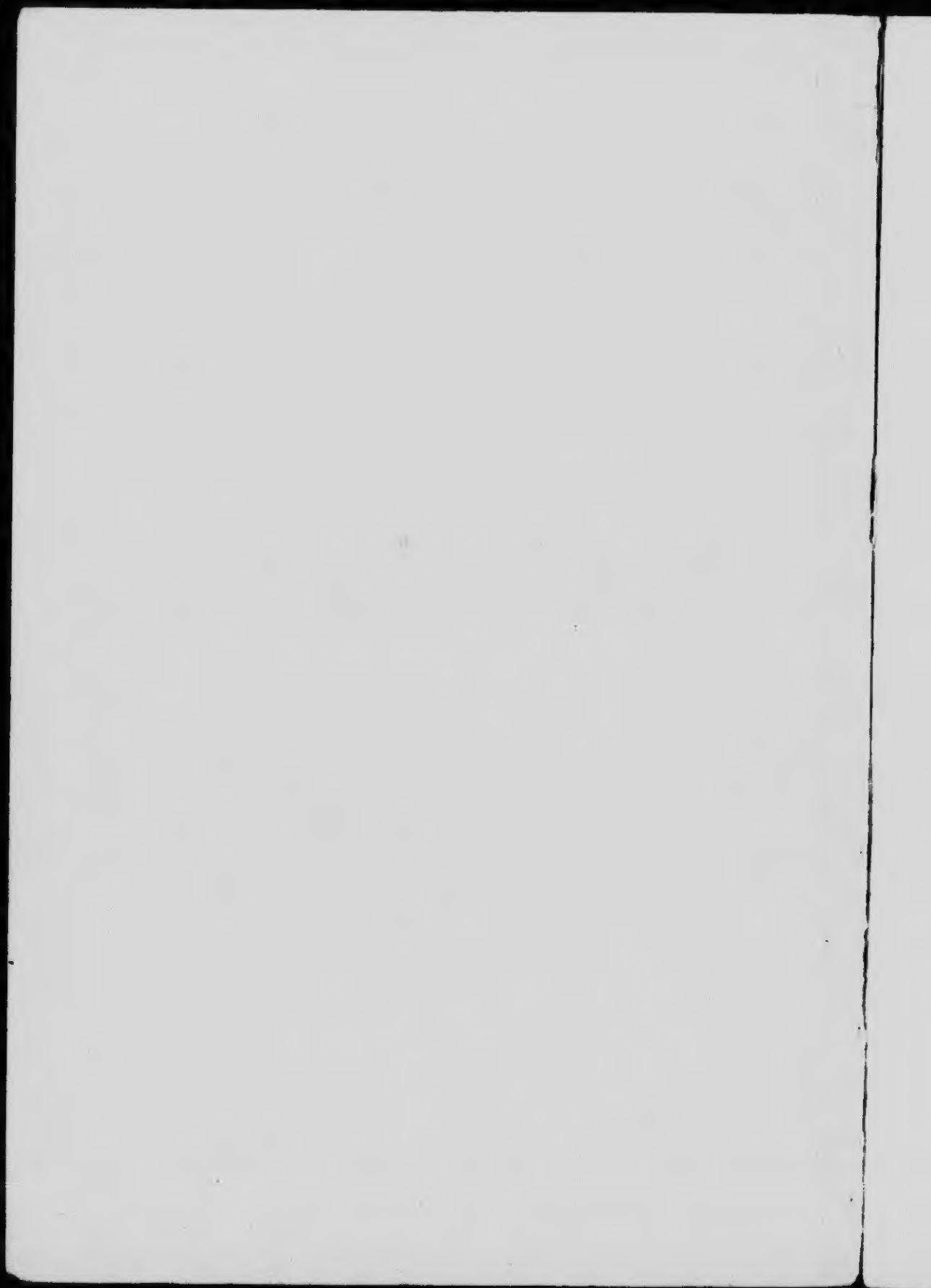
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ACTS OF INCORPORATION.

18 VICT. CAP. 61.

An Act to incorporate the University Lying-in Hospital,
in the City of Montreal.

[Assented to 18th December, 1854.]

Whereas an Association hath existed for several years, in the City of Montreal, in this Province, under the name of the University Lying-in Hospital, the object whereof is charitable and to afford the means of furthering the acquisition of obstetrical science, and supply scientific aid to destitute females at a critical period; And whereas the said Association is composed of the persons hereinafter named and others, who have set forth in their Petitions that the Incorporation of the said Association would greatly increase and secure the advantages resulting therefrom, and have prayed that they and their successors may be incorporated in conformity with the regulations and

provisions hereinafter mentioned: Be it therefore enacted by the Queen's Most Excellent Majesty, by and with the advice and consent of the Legislative Council and of the Legislative Assembly of the Province of Canada, constituted and assembled by virtue of and under the authority of an Act passed in the Parliament of the United Kingdom of Great Britain and Ireland, and intituled, *An Act to reunite the Provinces of Upper and Lower Canada, and for the Government of Canada*, and it is hereby enacted by the authority of the same, as follows:

I. Margaret Lunn, Mary Fulford, Eleanor Ostell, Directresses; Augusta Durnford, Secretary, of the said University Lying-in Hospital; Andrew F. Holmes, M.D., G. W. Campbell, M.D., O. Bruneau, M.D., W. Sutherland, M.D., James Crawford, M.D., William E. Scott, M.D., William Wright, M.D., Robert Palmer Howard, M.D., and William Fraser, M.D., Consulting Physicians to the same; Archibald Hall, M.D., Physician in attendance, and Benjamin Workman, M.D., Medical Registrar, also Officers of the said Lying-in Hospital, and such other persons as now are or shall, under the provisions of this Act and the By-Laws of the said Association, be or become Members thereof, shall be, and they are hereby constituted a Corporation, under the name of "The University Lying-in Hospital," and shall be entitled to acquire, hold, possess, take, and receive for the purpose of the said Corporation, but for the use and occupation only of the said Corporation, any real or immovable property, and stocks and securities of any description not exceeding in yearly value the sum of one thousand pounds currency, and the same to sell, alienate and dispose of, and acquire others in their stead for the purposes above mentioned.

II. All and every the estates, real and personal, belonging to the said Association, and which the said Association, or the Members thereof as such, may hereafter acquire, and all debts, claims, and demands due to the

said Association, shall be, and they are hereby vested in the said Corporation hereby constituted, and the said Corporation shall be liable for all debts due by, or claims against, the said Association.

III. The By-Laws, Rules, and Regulations of the said Association in force at the time of the passing of this Act, shall be, and continue to be, the By-Laws, Rules, and Regulations of the said Corporation; and the Officers of the said Association, at the time of the passing of this Act, and each of them, shall continue to fulfil their respective duties as Officers of the said Corporation, and to manage and conduct the affairs thereof, until others shall be appointed in their stead, under the said By-Laws, Rules, and Orders.

IV. This Act shall be deemed a Public Act.

47 VICT., CAP. 61.

An Act to amend the Act 18 Victoria, chapter 61, of the Statutes of the Parliament of the late Province of Canada.

[Assented to 10th June, 1884.]

Whereas, the "University Lying-in Hospital" has, by its petition, represented that it is desirous of changing its name to that of "The University Maternity Hospital," and whereas it is expedient to grant the prayer thereof; therefore, Her Majesty, by and with the advice and consent of the Legislature of Quebec, enacts as follows:

1. The name of the said Corporation, created by the Act of the Parliament of the late Province of Canada, 18 Victoria, chapter 61, and intituled "An Act to incorporate the University Lying-in Hospital in the City of Montreal," is hereby amended as follows: the words "The University Lying-in Hospital" in the first section of the said Act, are

hereby struck out, and the following substituted therefor:
 "The University Maternity Hospital."

2. The said Corporation, after the passing of this Act to be known as the University Maternity Hospital, is vested with all the rights, powers, property, and obligations of the University Lying-in Hospital.

3. This Act shall come into force on the day of its sanction.

50 VICT., CAP. 36.

An Act to amend the Acts respecting "The University Maternity Hospital," and to change the name thereof to that of "The Montreal Maternity."

[Assented to 18th May, 1887.]

Whereas, the "University Maternity Hospital" has, by its petition, represented that by the Act of the Legislature of Quebec, 47 Victoria, Chapter 61, Section 2, it was vested with all the rights, powers, property, and obligations of the "University Lying-in Hospital," and whereas it has prayed for certain amendments to the charter of the said "University Lying-in Hospital," owing to certain provisions thereof, as to the qualification of the members of the said Corporation, the number, choice, and qualification of the Governors thereof, and the extent of their powers of administration, and other matters, being found inconvenient and detrimental to the usefulness of said Corporation, and also to change the name of the said Institution to that of "The Montreal Maternity," and whereas it is expedient to grant its prayer;

Therefore, Her Majesty, by and with the advice and consent of the Legislature of Quebec, enacts as follows:

I. Section 1 of the Act 47 Victoria, Chapter 61, replaced by the following:

[1. The name of the corporation created by the Act of Parliament of the late Province of Canada, 18 Victoria, Chapter 61, and intituled "An Act to incorporate the University Lying-in Hospital in the city of Montreal," which was by the Act 47 Victoria, Chapter 61, altered to that of the "University Maternity Hospital," shall hereafter be "The Montreal Maternity."]

II. The following sections are added to the Act 18 Victoria, Chapter 61, after section 4 thereof:

["5. In addition to the persons at present members of the Corporation, who shall continue to be members thereof, all other persons who, during the year to expire on the 1st May, in the year one thousand eight hundred and eighty seven, shall have contributed to its funds five dollars or more, are hereby declared to be members of the said Corporation; and hereafter, all persons who, during the current or last expired financial year thereof, shall have contributed five dollars or more to its funds, shall be such members thereof;"]

["Provided always, that no person shall be entitled to vote as such members who shall not have actually paid up such contributions for the then current financial year;"]

["6. There shall be for ever hereafter belonging to the said Corporation, as many Governors for Life of the said Association as there shall be persons who have contributed or shall contribute thereto, by donation respectively, one hundred dollars or upwards current money of this Province, with an annual payment each of ten dollars or more, like currency; and there shall be eight other Governors thereof who shall be annually elected, in manner hereinafter prescribed, from among those persons who have contributed or shall contribute to the Institution not less than twenty-five dollars; with an annual payment thereto of five dollars; or those who have contributed or shall contribute to the Institution not less than ten dollars annually;"]

["It is to be understood that members of both sexes may qualify as Governors or as members of the Corporation;"]

["7. The said Governors shall have power in all things to administer the affairs of the said Corporation and may make or cause to be made, for the Corporation, any description of contract which the Corporation may, by law, enter into;"]

["They may, from time to time, make By-Laws, not contrary to law nor to this Act, to regulate the term of service of the Elective Governors, the appointment, functions, duties, and removal of all resident medical officers and all agents, officers, and servants of the Corporation, the time at which and where the annual meetings of the Corporation shall be held, the calling of meetings, regular and special, of the Board of Governors and of the Corporation, the procedure in all things at such meetings, the management and disposition of the funds and charities, the appointment and duties of a Committee of Management to which they may relegate any portion of their own powers, the rules to be observed for the admission of applicants, and the conduct in all other particulars of the affairs of the said Corporation; and they may, from time to time, repeal, amend, or re-enact the same;"]

["8. There shall continue to be elected by the Board of Governors, from among themselves, as soon as conveniently may be after each annual election of Governors, a President and a Vice-President; and also, from among themselves or otherwise, an Hon. Secretary and Hon. Treasurer of the said Corporation, who shall have such powers and discharge such duties as by law in that behalf may be ordained, and shall serve the term of one year and until their successors shall have been elected;"]

["In case of the death, resignation, or disqualification of any of the said officers, the Board, as soon as conveniently may be thereafter, shall elect another of themselves

to serve as such for the unexpired remainder of his term of office;"]

["9. The said Corporation shall be entitled to acquire, hold, possess, take, and receive for the purposes of the said Corporation, but for the use and occupation only of the said Corporation, any real or immovable property, and stocks and securities of any description not exceeding in yearly value the sum of fifty thousand dollars, currency, and the same to sell, alienate, and dispose of, and acquire others in their stead for the purposes above mentioned;"]

["10. The present by-laws of the Corporation, in so far as they may not be contrary to any provision of the said Charter as hereby amended, or to law, shall remain in force until duly repealed or amended;"]

["11. Any five or more of the Governors of the Corporation shall be a legal meeting of the said Corporation, and they shall have full power and authority to adjourn from day to day, or for any other time, as the business of the Corporation may require;"]

["12. The Professor of Obstetrics in the Faculty of Medicine of the University of McGill College, for the time being, shall be, *ex-officio*, the Physician-Accoucheur of the 'Montreal Maternity,' and a medical board shall be appointed by the Governors of the hospital from the teaching staff of the Faculty of Medicine of the University of McGill College;"]

III. This Act shall come into force on the day of its sanction.

BY-LAWS

1. The Annual General Meeting of the Corporation shall be held in the third week of November, for the reception of the Annual Reports, the appointment of eight Elective Governors, who shall serve for one year, the alteration or adoption of By-laws, and the transaction of general business relating to the affairs of the Corporation.

2. A special meeting of the Corporation may be called at any time by the 1st Directress upon requisition to that effect by five members of the Board of Governors.

3. The Annual Meeting of the Board of Governors shall be held as soon as convenient after the Annual Meeting of the Corporation, for the election of a President, Vice-President, Honorary Secretary, Honorary Treasurer, and Committee of Management.

4. A special meeting of the Board of Governors may be called at any time by the 1st Directress, upon requisition to that effect by three members of the Board.

5. Notices of the annual and all other meetings of the Corporation shall be given by the Honorary Secretary, by at least one insertion in one English and one French newspaper, published in the City of Montreal, inserted not less than seven days previous to the date of said meeting. Notices of all other meetings of the Board of Governors and Committee of Management shall be given by the Honorary Secretary, in writing, not less than three days previous to the date of said meeting or meetings.

6. The Board of Governors shall also nominate annually, five members of Corporation to co-operate with the Committee of Management as an Advisory Board.

HONORARY SECRETARY AND HONORARY TREASURER.

7. The Honorary Secretary shall attend all Corporation, Board, and Committee Meetings, and keep minutes of the same. She shall prepare the Annual Report for the Corporation.

8. The Honorary Treasurer shall receive and acknowledge all donations and subscriptions, fees, and other moneys for the use of the Institution, shall at once deposit the same in bank designated by the Committee of Management, and shall pay such accounts as are approved by the Committee; accounts shall be paid by cheque signed by the Honorary Treasurer and countersigned by the 1st Directress.

9. At each monthly meeting of the Committee of Management the Honorary Treasurer shall submit a financial statement for the preceding month.

10. At the Annual Meeting of the Corporation, the Honorary Treasurer shall submit a full statement of the receipts and expenditure for the preceding year, together with a list of subscriptions and money donations. The Honorary Treasurer's accounts shall be audited by an Auditor appointed by the Committee of Management.

COMMITTEE OF MANAGEMENT.

11. The Committee of Management shall consist of not less than twenty but not exceeding twenty-four ladies, including the Honorary Secretary and Honorary Treasurer, appointed by the Board of Governors, and the Physician Accoucheur shall be *ex officio* member thereof. The Committee shall engage, discharge, and control the Lady Superintendent, nurses, and servants, and shall have in charge the direct administration of the Institution. The Committee may ask for a meeting of the Advisory and Medical Boards whenever circumstances render it necessary.

12. The Committee of Management shall elect from among their number a 1st, 2nd, and 3rd Directress, who shall be its executive officers. It may also appoint a Corresponding Secretary to assist the Honorary Secretary of the Corporation.

13. The Committee of Management shall meet on the last Friday of every month for the transaction of general business, when five members shall constitute a quorum. The order of business shall be:

- 1.—Reading of Minutes.
- 2.—Report of Lady Superintendent.
- 3.—Report of Honorary Treasurer.
- 4.—Report of Medical Superintendent (when required).
- 5.—Reports of Sub-Committees.
- 6.—General Business.

14. The Committee of Management shall make and enforce such House Rules as may from time to time be considered necessary for the maintenance of order, the regulation of visits to patients, the control of students, nurses, nurses in waiting, and servants, and the admission and discharge of patients.

15. A Lady Superintendent shall be appointed by the Committee of Management, by whom her duties shall be defined and to whom she shall be responsible. In all professional matters she shall receive instructions from the Physician Accoucheur and the Medical Board, and she shall be responsible to them and to the Committee of Management for the carrying out of the same.

MEDICAL BOARD.

16. The Medical Board, to be appointed by the Governors of this Hospital from the teaching staff of the Faculty of Medicine of the University of McGill College, under section 12 of the Charter shall be chosen annually in the following way: 1st, The Governors shall choose two members from each of the following two hospitals, the Montreal General Hospital, and the Royal Victoria Hospital;

2nd, Three members shall be recommended by the Faculty of Medicine of McGill College; 3rd, And two members may be chosen outside of these sources.

17. The Medical Board shall meet on such day in every month as may be convenient, and shall have power to adjourn from time to time as may be necessary, and shall report its proceedings with such recommendations as it shall think fit to the Committee of Management. The Medical Board shall have power, from time to time, to make rules and regulations respecting all persons, matters, and things connected with the Medical and Nursing Departments of the Hospital, subject to the approval of the Committee of Management. Special meetings of the Board may be called at the request of the Chairman or any two members.

18. The professional management of the Maternity shall be under the control of the Physician Accoucheur and Medical Board.

19. The Assistant Physician Accoucheurs and the Clinical Assistants shall be appointed by the Medical Board, subject to the approval of the Committee of Management.

20. The Medical Superintendent shall be appointed by the Committee of Management, upon the recommendation of the Physician Accoucheur and Medical Board. His duties shall be defined by the Physician Accoucheur and by the Medical Board under the provisions of By-law 17, and they shall be responsible to the Committee of Management for him and the discharge of these said duties.

21. The Medical Board shall have the recommendation of all appointments on the resident Medical Staff of the Hospital, but the power of making the appointments shall rest with the Committee of Management.

22. The fees, duties, and privileges of students in attendance upon the Maternity shall be fixed by the Physician Accoucheur and the Medical Board, under the provisions of By-law 17. Any complaint regarding the conduct of students while attending the Maternity, must be made to

the Physician Accoucheur, and reported by him to the Medical Board.

23. No additional By-law shall hereafter be made, nor shall any By-law be altered or repealed except a special motion for such new By-law, alteration, or repeal has been made and received at one monthly meeting of the Committee, and passed at the next monthly meeting before being submitted to the Corporation for confirmation.

RESOLUTIONS RELATING TO THE MEDICAL BOARD.

1. The Medical Board consists of nine members appointed according to By-law 16.

2. Four members of the Board shall form a quorum.

3. The medical services of the Hospital shall be under the immediate control of the Physician Accoucheur, who shall be responsible to the Medical Board.

4. Should the Physician Accoucheur be unable from illness or absence to fulfil the duties of his office, the Medical Board shall make arrangements to have these duties properly performed.

5. The allocation of duties of the Assistant Physician Accoucheurs and of the Clinical Assistants shall be arranged by the Physician Accoucheur, subject to the approval of the Medical Board.

RESOLUTIONS RELATING TO THE MEDICAL SUPERINTENDENT.

1. Whereas it is necessary for the efficient management of the Hospital that a permanent Resident Medical Officer should be appointed, there shall be such an officer, who shall be called the Medical Superintendent.

2. No person shall be eligible for the position of Medical Superintendent unless he be a graduate of some University approved by the Medical Board and be recommended by the Medical Board.

3. The Medical Superintendent shall reside at the Hospital and shall give his whole time to the duties of his office. He shall be Chief Executive Officer of the Medical Department of the Hospital, and shall, under the Physician Accoucheur and Medical Board, have supervision, direction, and control of that department.

4. He shall keep a record of all applications for admission to the wards of the Hospital, and of admission and discharge of patients.

5. He shall have charge of the obstetrical and surgical instruments and all of the apparatus of the Hospital.

6. The case reports shall be under his supervision and care, and he shall be responsible for their proper arrangement and indexing.

7. In cases of emergency, and in the absence of the Physician Accoucheur, the Medical Superintendent shall act for him.

8. He shall have power to admit public and private patients, and shall be responsible for their admission, and shall assign each patient to the proper ward and bed. With the concurrence of the Physician Accoucheur and 1st Directress he shall have power to discharge patients if discipline requires it.

9. The Medical Superintendent shall prepare full medical reports for the Annual Meeting of the Governors and all such reports as may be required by the Medical Board or Committee of Management.

10. He shall not in any case practice privately outside of the Hospital, nor shall he directly or indirectly accept any fee or reward from any inmate of the Hospital.

11. He shall be responsible for the discipline of the Resident Medical Officers, students, patients, or visitors.

12. The Medical Superintendent is to have charge of the Out-Patient Department, and to assign cases to the Clinical Assistants, who, in turn, are responsible to him for reports of cases and of changes which occur from day to day.

The Medical Superintendent in his turn shall notify the Physician Accoucheur in such instances as he deems wise.

13. In the event of the Medical Superintendent wishing to absent himself from the Hospital for any length of time exceeding 24 hours he shall ask permission to do so from the Physician Accoucheur, or, in case of his absence, from the Chairman of the Medical Board. The Medical Board shall then appoint someone to act in his place, and shall give notice of such appointment to the 1st Directress.

REGULATIONS RELATING TO RESIDENT MEDICAL STAFF.

1. Applications for appointment as Resident Physician to be made in writing to the Honorary Secretary of the Medical Board.

2. All Resident Physicians shall be under the immediate control of the Medical Superintendent by whom their duties shall be defined and to whom they shall be responsible; he in turn being responsible for them and for the carrying out of those said duties to the Physician Accoucheur and to the Medical Board.

3. They shall not in any case practice for gain outside the Hospital nor shall they accept any fee directly or indirectly from any inmate of the Hospital.

4. They shall serve the full time specified by their appointment. In the event of some unforeseen and extraordinary circumstance arising on account of which they may wish to be relieved from their duties at the Hospital before the expiration of the term of their appointment they shall send a resignation in writing to the Honorary Secretary of the Committee of Management and to the Honorary Secretary of the Medical Board. Such resignation must be sent six weeks before the date on which they wish to be released.

